


Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms./Mr. JENZEN JHON M. VILLARUEL has assumed the duties and responsibilities as SECURITY GUARD I of VISAYAS STATE UNIVERSITY effective January 1, 2020.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. JENZEN JHON M. VILLARUEL as SECURITY GUARD I.

Done this 1<sup>st</sup> day of January 2020 in Visayas State University.

  
**JULIUS V. ABELA**  
Head, OUDRRM

Date: 1/1/2020

Attested by:

  
**HONEY SOFIA V. COLIS**  
OIC-Director, ODHRM

201 file  
Admin  
COA  
CSC

*For submission to CSC FO  
within 30 days from the  
date of assumption of the  
appointee*